

MINUTES OF THE WINDSOR LOCKS HOUSING AUTHORITY

Monday, June 6, 2016
120/124 Southwest Avenue

6:30 P.M.
Windsor Locks, CT 06096

The Windsor Locks Housing Authority met in Regular Meeting Monday, June 6, 2016 at 120/124 Southwest Avenue, Windsor Locks, CT 06096 at 6:30 P.M., the date, time and place duly established for the holding of such meeting. The meeting was called to order at 6:40 P.M. by Carl Philbrick, Chairman.

ROLL CALL

The following were present: Carl Philbrick, Chairman; Michael Jordan, Sr., Vice-Chairman, Commissioner; William Hamilton, Commissioner; Jennise Matyskiela, Tenant Commissioner; Joyce Welch, Tenant Commissioner; and Jaimie Mantie, Executive Director.

Absent: None.

PUBLIC INPUT

None.

MINUTES

Michael Jordan, Sr., Vice-Chairman, Commissioner, made a motion to approve the minutes of the Monday, May 2, 2016 Meeting, seconded by Joyce Welch, Tenant Commissioner, to approve the minutes as mailed, said minutes were approved. William Hamilton, Commissioner, and Jennise Matyskiela, Tenant Commissioner, abstained.

PUBLIC INPUT

N/A.

UNFINISHED BUSINESS

- Open Board of Commissioner Democratic Position. No word, will send a letter to the First Selectman.

NEW BUSINESS

- Update on Solar Project for 124 Southwest Ave. Jaimie Mantie, Executive Director reported the project is moving along. They do not work in any inclement weather There have been several small areas that needed repairs/patching by the roofing contractor. The solar equipment is rented; the savings are estimated at half our electric bill.

- Update on Southwest Ave. Project for ADA/Handicap Push Button. Ms. Mantie reported she is waiting on one bid. It will include the office door, which will be shut off at night.
- Update on Heat Pumps, LED Lighting, Energy Audit. Ms. Mantie, Executive Director reported she gave information of utility bills to the solar company for evaluation of Chestnut and Grove St. for a solar project. She is waiting for a response. She will submit for a grant next year for the generator, it will include the community room and office. LED lighting is being looked into.
- Approve 2016-2017 Budget. Ms. Mantie, Executive Director explained the quarterly budget for Grove St., Chestnut St., Southwest Ave., and Section 8. She explained we are not in the negative, everything looks good. Discussion on Section 8 vouchers, cap amount paid for different size apartments, and tenant is responsible for the difference to landlord. Budget for 2016-2017. Discussion of reserve account, and no real increases from last year for vendors and salaries. Southwest Ave. has 40 units, Grove St. has 60 units, Chestnut St. has 16 units, and Section 8 has 130 renters. PILOT is total rent, minus utilities, and 10 % is the PILOT Tax paid to the town. IT is a company in Windsor, CT, they upgraded once. Michael Jordan, Sr., Vice-Chairman Commissioner stated he would like to see a larger reserve/contingency fund for storm damage/emergencies. Ms. Mantie explained she has taken funds in the past from the capital funds if needed for emergencies or storm damage. Discussion on age and mileage for trucks, and the need for a garage. William Hamilton, Commissioner made a motion to accept the 2016-2017 Budget, seconded by Joyce Welch, Tenant Commissioner, to approve the Budget as presented, said Budget was approved.
- Expiring Lease with Town of Windsor Locks for 41 Oak Street. Jaimie Mantie, Executive Director stated she will renew for 5 years, the board agreed. The lease expires on 6/30/2016.

ADJOURNMENT

There being no further business to come before the meeting, upon a motion by Michael Jordan, Sr. Vice-Chairman Commissioner, and seconded by William Hamilton Commissioner, the meeting was adjourned at 7:35 P.M.

Respectfully Submitted,

Diane D. Allen, Recording Secretary

Attest: _____ (SEAL)